

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
MARCH 11, 2014**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, March 11, 2014, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor Terry Seitz called the meeting to order at 8:00 a.m.

ROLL CALL

Clerk-Treasurer Juanita S. Boehm then called the roll:

Mayor Terry Seitz	Present
Board member Timothy Bell	Present
Board member David Prechtel	Present

Also present were Police Chief J. Michael Bennett, Street Commissioner Raymond Eckerle, City Engineer Chad Hurm, Personnel/Safety/Loss Control Director Cale Knies, Director of Community Development and Planning Darla Blazey, City Attorney Renee Kabrick, and Clerk-Treasurer Juanita Boehm. Fire Chief/Code Enforcement Officer Kenneth Hochgesang was absent.

Clerk-Treasurer Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All three board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Seitz invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on February 25, 2014. Thereafter, a motion was made by David Prechtel and seconded by Timothy Bell to approve the minutes as presented. Motion carried 3-0.

CLAIMS

Board members reviewed the claims from February 7, 2014 through March 6, 2014. Thereafter, a motion was made by Timothy Bell and seconded by David Prechtel to approve the claims as presented. Motion carried 3-0.

PROCLAMATIONS

Mayor Seitz proclaimed March 16-22 as Severe Weather Preparedness Week. He also proclaimed April as the Month of the Military Child. People are encouraged to wear purple on April 15th for Purple Up day.

GO GREEN RECYCLING

Phil Mundy, representing the Greater Jasper Downtown Business Association, asked permission to use the east lane of the parking lot located at 6th and Mill Streets on March 14 from 9:00 a.m. to 5:00 p.m. and on March 15 from 9:00 a.m. to noon for their event known as Go Green Recycling. People can drive through the lot and drop off recyclable items as well as their old electronic items and televisions.

A motion was made by Mayor Seitz and seconded by Timothy Bell to grant the Greater Jasper Downtown Business Association permission to hold their recycling event on March 14 from 9:00 a.m. to 5:00 p.m. and on March 15 from 9:00 a.m. to noon and use the parking lot next to the post office located between 6th and 7th Streets. Motion carried 3-0.

ROLLING RIDGE ESTATES REPLAT

Phil Buehler with Brosmer Land Surveying presented a replat of a portion of Rolling Ridge Estates. He presented the plat and asked the board to approve two matters; [1] the platting process and [2] vacate part of lots 12, 13, 14, 15 and lots 16 and 17. The name of the plat is A Replat of Part of Lots No. 12, 13, 14, and 15 of Rolling Ridge Estates Also a Vacation of Parts of Lots No.13, 14, 15 and also Lots 16 and 17 of Rolling Ridge Estates.

A motion was made by Mayor Seitz and seconded by David Prechtel to approve the replat of part of Lots 12, 13, 14, and 15 of Rolling Ridge Estates. Motion carried 3-0.

A motion was made by Mayor Seitz and seconded by Timothy Bell to vacate parts of Lots 13, 14, 15 and also Lots 16 and 17 of Rolling Ridge Estates. Motion carried 3-0.

INTERN

Director of Community Development and Planning Darla Blazey asked permission to advertise for an intern position to work in the community development and planning department this summer.

A motion was made by David Prechtel and seconded by Timothy Bell to give permission to advertise for an intern position. Motion carried 3-0.

REMOVE TREES

Street Commissioner Raymond Eckerle asked permission to remove five trees located in the sidewalk park in three different areas. He showed pictures of the trees and their location and explained why they need to be removed. Two trees are located at 421 W. 9th Street, one tree at 306 Clay Street, and two trees at 302 Clay Street. The electric department will assist with the removal of these trees. Eckerle said when they remove these trees, they will need to close 9th Street and Clay Street.

A motion was made by Mayor Seitz and seconded by Timothy Bell to grant permission to the street department and to the electric department to remove

the trees as presented this morning and close the streets as needed. Motion carried 3-0.

AXIOM AGREEMENT REVISED

Mayor Seitz said there needs to be a revision in the Spirit of Jasper media contract because of fewer Jasper to French Lick train ride tickets for trade. The previous Axiom Marketing contract was for \$15,745.00. They want to add \$2920.00 for loss of trade for cash which brings the revised contract total to \$18,665.00.

A motion was made by Timothy Bell and seconded by David Prechtel to approve the increase in the agreement to \$18,665.00. Motion carried 3-0.

FOUR RIVERS RESOURCE SERVICES AGREEMENT

City Attorney Renee Kabrick presented an agreement between the City of Jasper and Four Rivers Resource Services Inc. Kabrick said this agreement is for 2014 and a renewal of the existing terms so the City can offer and be reimbursed for public transportation services it provides as part of Ride Solutions. Kabrick asked the board to approve the agreement.

David Prechtel so moved. Timothy Bell seconded the motion and the motion carried 3-0.

REQUEST FOR PROPOSALS FOR THE SOUTH MAIN FLOOD MITIGATION PROJECT

City Attorney Renee Kabrick said she sought requests for proposal [RFP] for grant administration services and for title and closing services for the South Main Flood Mitigation project. A notice was published two times. Kabrick asked the board to allow her to summarize the response and then present it to Darla and the Mayor so the three of them can grade the proposal based on certain criteria and select a proposal accordingly.

RFPs for grant administration services were sent to Brewer and Associates Inc, Affiniti LLC, MD Strum Housing Services, Tri-Cap, Southern Indiana Development Commission, and Indiana 15 Regional Planning Commission. Kabrick said she was contacted by Joyce Fleck at Tri-Cap and she said they will not submit a response. Kabrick then opened a letter submitted by Southern Indiana Development Commission. The letter stated they are unable to provide services at this time. Kabrick then opened the proposal that was submitted by Indiana 15 Regional Planning Commission.

A motion was made by Mayor Seitz and seconded by David Prechtel to accept the proposal from Region 15 for grant administration services for the South Main Flood Mitigation project. Motion carried 3-0.

Kabrick said RFPs for title and closing services were sent to Kristie Weddle, Absolute Title Services LLC, Courtland Title and Escrow Inc, Dodd Title Corp, and to Dubois County Title Co Inc. Kabrick then opened the one proposal that was submitted. It was from Courtland Title and Escrow Inc. Their

proposal said \$1850.00 for each residential and vacant lot and \$2850.00 for each commercial lot. Kabrick then asked permission to contact this business to find out what the total proposal is and award it if it meets the specs.

A motion was made by Timothy Bell and seconded by David Prechtel to approve Courtland Title and Escrow Inc upon review by the city attorney. Motion carried 3-0.

Kabrick said RFPs for appraisal services were also sought but those RFPs do not have to go through the public bidding and opening process.

ADJOURNMENT. There being no further business to come before the board, a motion was made by David Prechtel and seconded by Mayor Seitz to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 8:31 a.m.

The minutes were hereby approved _____with X without corrections or clarification this 25th day of March, 2014.

Mayor Terry Seitz, Presiding Officer

Attest: _____
Juanita S. Boehm, Clerk-Treasurer